



**INDIAN SCHOOL MUSCAT**  
**PO Box: 2470, Ruwi, P.C. 112**  
**Sultanate of Oman**



ISM/PRN/015/2022-2023

12<sup>th</sup> April 2022

**CIRCULAR TO PARENTS OF THE SCHOOL (KG to STD XII)**  
**(DATA COLLECTION FOR THE STUDENT'S ID CARD)**

Dear Parent,

As part of printing ID cards for all the students, we would like to validate the existing data with the school and collect the updated details including the contact numbers.

In this regard, you are requested submit the required details and upload the recent passport size photograph of the child using the following link.

<https://parent.ismoman.com/user/login.php>

Please note the following while submitting the details.

- The Username is the **GR Number** of the student (Eg: 54321)
- Password is Date of Birth of the child in the format **ddmmyyyy** without any special characters. If the DOB is 1st May 2011, password will be 01052011
- After successful login, click on the **profile** and the form will pop up with the existing details. The parent can edit the details like phone number, Blood Group etc. by clicking on the link **edit profile**.
- Student's photo in the school uniform has to be uploaded in the profile. Image format can be JPG or PNG of size less than 1 Mb. **The image file should be renamed as GrNo of the student before uploading. (Eg: 54321.jpg or 54321.png)**
- If the image size is bigger than 1 Mb, we request the parents to use the online tools like <https://www.imagesmaller.com/> to reduce the image size.
- Click on the Submit button once the details are filled in and the image is uploaded.

You are requested to submit the details using the above online form on or before **Saturday, 16<sup>th</sup> April 2022** to enable us to provide the ID card on time to all the students.

Please be informed that the details collected by using the above form is used only for the purpose of printing the Student's ID Card.

Thanks and regards,

Dr Rajeev Kumar Chauhan  
Principal

